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MINUTES OF JOINT MEETING
of the
CIA CAREER COUNCIL and EFFICIENCY TASK FORCE

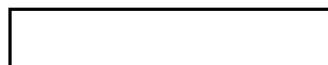
64th Meeting, Tuesday, 7 February 1961, 2:00 p.m.
DCI Conference Room

Present: Emmett D. Echols

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Lawrence R. Houston
Lyman B. Kirkpatrick



H. Gates Lloyd

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1. A joint meeting of the Efficiency Task Force and the Career Council was held to review the regulatory issuances on the manpower control program: [redacted] "Separation of Surplus Personnel" and [redacted] "Separation Compensation."

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2. The meeting was principally concerned with the discussion of [redacted] as it was revised in the process of external coordination. Mr. Echols and Mr. Houston reviewed the basic concepts of this regulation which establishes a mechanism by which the Agency can adjust manpower to changing requirements. Mr. Houston emphasized the significance of the Director's statutory authority to discharge personnel, pointing out that [redacted] "contains in it the determination of the Director that this program is essential to the security and functioning of the Agency" -- thus the separation of surplus personnel under this regulation will be carried out under the authority given the Director by statute. He also pointed out that the power to discharge rests with the Director personally and that [redacted] accordingly provides that the Director initially determine the categories for reduction and subsequently make the final decision concerning each employee recommended for separation.

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3. [redacted] asked about the definition of "category" and whether a particular grade level could be considered a category. It was explained that a specific grade level could be so considered and that "category" as used in this regulation is intended to be as broad or as narrow as necessary to adjust imbalances of Agency personnel -- with the understanding that the rationale used in determining categories must be meaningful and defensible in every case. Questions were also raised regarding how explicit the Deputy Directors must be in identifying surplus categories and in specifying the number of persons to be separated at the time they request authority from

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the Director to put the procedures into effect. It was decided that the definition of categories could be broad but must be sufficiently definitive to identify the surplus situation and the body of employees engaged therein. The number of persons to be separated may be stated in appropriate terms. The wording of paragraph 3a of the proposed regulation was accordingly changed to read: "the Deputy Director shall recommend to the Director of Central Intelligence the separation of an approximate number of employees, stating the categories to be affected."

25X1 4. The composition and functions of the Review Committee, referred to in paragraph 4d of [] were discussed briefly. It was agreed that representatives of the Career Service Board or Panel concerned could be invited to discuss their rankings with the Review Committee but that such consultation would not be a requirement and need not be provided for by regulation.

5. It was the consensus that the proposed provision in paragraph 4h which permitted a possible postponement and further extensions of the effective date of separation should be deleted.

25X1 6. The drafts of [] were approved subject to changes made at the meeting. It was decided that the proposed Memorandum to All Employees, subject: "Release of Surplus Personnel", should not be published. Mr. Echols reviewed plans for briefing Administrative and Personnel Officers on the provisions of []

25X1 7. It was decided that [] "The Career Staff of Central Intelligence", should be rescinded at this time inasmuch as basic policies currently stated in the regulation have been changed and our practices, particularly with respect to the mechanisms for selecting employees into the Career Staff, are not functioning as prescribed in []

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8. The meeting adjourned at 3:20 p.m.

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✓ EMMETT D. ECHOLS
Chairman, CIA Career Council

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